Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

		_	2 of 1968, as		nd P.A. 71 of 1919,	as amended.				
Loca	l Unit	of Gov	ernment Typ	е			Local Unit Na	me		County
	Coun	•	□City	□Twp	□Village	□Other				
Fisc	al Yea	r End			Opinion Date			Date Audit Report Submitte	ed to State	
Mod	ffirm	that:								
				countants	s licensed to p	ractice in M	lichigan			
			-		-		-	sed in the financial stater	ments includ	ling the notes or in the
					ments and rec			sed in the initialistal states	nonto, morac	ang the notes, or in the
	YES	8	Check ea	ach applic	able box belo	w. (See in	structions fo	r further detail.)		
1.		All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.								
2.								unit's unreserved fund bal budget for expenditures.	ances/unres	stricted net assets
3.			The local	unit is in o	compliance wit	h the Unifo	orm Chart of	Accounts issued by the De	epartment of	Treasury.
4.			The local	unit has a	dopted a budg	get for all re	equired funds	S.		
5.			A public h	nearing on	the budget wa	as held in a	ccordance w	vith State statute.		
6.					ot violated the ssued by the L			an order issued under the Division.	e Emergenc	y Municipal Loan Act, or
7.			The local	unit has n	ot been delind	uent in dis	tributing tax	revenues that were collect	ted for anoth	ner taxing unit.
8.			The local	unit only l	nolds deposits	/investmen	ts that comp	ly with statutory requireme	ents.	
9.								s that came to our attentio sed (see Appendix H of Bu		in the <i>Bulletin for</i>
10.			that have	not been	previously con	nmunicated	d to the Loca			ring the course of our audit f there is such activity that has
11.			The local	unit is free	e of repeated of	comments	from previou	s years.		
12.			The audit	opinion is	UNQUALIFIE	D.				
13.					complied with 0		r GASB 34 a	s modified by MCGAA Sta	atement #7 a	and other generally
14.			The board	d or counc	il approves all	invoices p	rior to payme	ent as required by charter	or statute.	
15.			To our kn	owledge,	bank reconcilia	ations that	were reviewe	ed were performed timely.		
incl des	uded cripti	in th on(s)	nis or any of the aut	other aud hority and	norities and co dit report, nor or commission statement is	do they ol n.	btain a stand	d-alone audit, please end	ndaries of the lose the na	ne audited entity and is not me(s), address(es), and a
			closed the	-		Enclosed	_	ed (enter a brief justification)		
			tements		<u>5</u> .		rtorrtoquii	ou (orner a brief jacumeauch)		
The	e lette	er of (Comments	and Reco	mmendations					
Oth	er (D	escribe	e)							
Cert	ified P	ublic A	ccountant (F	irm Name)		1		Telephone Number		
Stre	et Add	Iress						City	State	Zip
Authorizing CPA Signature				Pri	inted Name	l	License Nu	ımber		

SYLVAN TOWNSHIP WATER & SEWER AUTHORITY

REPORT ON AUDIT OF
FINANCIAL STATEMENTS
AND
SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2006

SYLVAN TOWNSHIP WATER AND SEWER AUTHORITY

WATER & SEWER AUTHORITY BOARD

Chairman - Jerry Dresselhouse Vice-Chairman - Maryann Noah Member - Ken Unterbrink Member - LuAnn Koch Member - Scott Cooper

WATER & SEWER AUTHORITY AUDITORS

Pfeffer, Hanniford & Palka Certified Public Accountants

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NOTES TO FINANCIAL STATEMENTS	15



PFEFFER • HANNIFORD • PALKA Certified Public Accountants

John M. Pfeffer, C.P.A. Patrick M. Hanniford, C.P.A. Kenneth J. Palka, C.P.A.

Members: AICPA Private Practice Companies Section MACPA 225 E. Grand River - Suite 104 Brighton, Michigan 48116-1575 (810) 229-5550 FAX (810) 229-5578

April 19, 2007

Sylvan Township Water and Sewer Authority Sylvan Township Hall 18027 W. Old US 12 Chelsea, MI 48118-9673

INDEPENDENT AUDITORS' REPORT

Honorable Board of Trustees:

We have audited the accompanying financial statements of the Sylvan Township Water and Sewer Authority as of and for the year ended December 31, 2006. These financial statements are the responsibility of the Authority Board. Our responsibility is to express an opinion on these financial statements based on the audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Sylvan Township Water and Sewer Authority, as of December 31, 2006, and the respective changes in financial position and cash flows, where applicable, thereof for the year end in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis on pages 6 through 9 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation. However, we did not audit the information and express no opinion on it.

PFEFFER, HANNIFORD & PALKA

Pfeffer, Hanniford & Palka, P.C.

Certified Public Accountants

MANAGEMENT
DISCUSSION
AND
ANALYSIS

Management Discussion and Analysis December 31, 2006

Within this section of the Sylvan Township Water & Sewer Authority financial report, the Authority's management is providing a narrative discussion and analysis of the financial activities of the Authority for the fiscal year ended December 31, 2006. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Authority's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

Overview of the Financial Statements

Management's Discussion and Analysis introduces the Authority's financial statements. The financial statements include all the statements required by the Governmental Accounting Standards Board and the notes to the financial statements. The Authority also includes in this report additional information to supplement the basic financial statements.

Government-wide Financial Statements

The Authority's annual reports include two Authority-wide financial statements. These statements provide both long-term and short-term information about the Authority's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these statements is the Statement of Net Assets. This is the Authority-wide statement of position presenting information that includes all the Authority's assets and liabilities, with the difference reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Authority as a whole is improving or deteriorating. Evaluation of the overall health of the Authority may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Revenues, Expenses and Changes in Net Assets which reports how the Authority's net assets changed during the current fiscal year. The design of this statement is to show the financial reliance of the Authority's distinct activities or functions on the revenues generated by the Authority.

The Authority's financial reporting includes all the funds of the Authority (primary government) and, additionally, organizations for which the Authority is accountable (component units). Since the Authority's sole purpose is to operate and manage a water system, only one fund is maintained. Thus, there are no fund financial statements prepared by the Authority.

Notes to the financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of the financial statements.

Financial Analysis of the Authority as a Whole

The Authority's net assets at the end of the fiscal year were \$19,996,401. This is a \$563,770 increase over last year's net assets of \$19,432,631. As consistent figures are used the Authority will provide comparative data.

The following tables provide a summary of the Authority's financial activities and changes in net assets:

Summary of Net Assets

	12/31/2006	12/31/2005		
Current and other assets	\$ 162,081	\$	108,810	
Capital assets, net	20,319,053		19,685,545	
Total assets	20,481,134		19,794,355	
Accounts payable	22,473		38,794	
Due to Sylvan Township	462,260		322,930	
Total liabilities	484,733		361,724	
Net assets:	00.040.050		40.005.545	
Invested in capital assets	20,319,053		19,685,545	
Unrestricted (deficit)	(322,652)		(252,914)	
Total net assets	\$ 19,996,401	\$	19,432,631	

Summary of Changes in Net Assets

	 12/31/2006		12/31/2005
Operating revenues	\$ 328,766	\$	195,667
Operating expenses			
Depreciation	424,781		263,640
Other operating expenses	 398,504		340,066
Total operating expenses	 823,285		603,706
Operating (loss)	(494,519)		(408,039)
Capital contributions	 1,058,289		3,080,274
Net income	563,770		2,672,235
Beginning net assets	19,432,631		(108,515)
Prior period adjustment	 		16,868,911
Ending net assets	\$ 19,996,401	\$	19,432,631

Revenues have increased significantly due to the addition of new users onto the utility systems. Expenses have also increased due to these additional users, and the depreciation of \$424,781 associated with the system.

Capital and Debt Administration

The debt for all the capital assets is recorded within each individual member Township.

Economic Factors and Next Year's Goals

The Authority's financial outlook is very hard to predict with the recent downturn in the economy. The Authority expects that the operating deficit will be eliminated or reduced with the addition of new users onto the system.

Contacting the Authority's Financial Management

This report is designed to provide a general overview of the Authority's financial position and comply with finance-related regulations. If you have further questions about this report or request additional information, please contact the Authority at 18027 W. Old US 12, Chelsea, Michigan 48118-9673.

FINANCIAL STATEMENTS

SYLVAN TOWNSHIP WATER AND SEWER AUTHORITY STATEMENT OF NET ASSETS DECEMBER 31, 2006

ASSETS

CURRENT ASSETS Cash Accounts receivable - billings Total current assets		\$	50,069 112,012	\$	162,081
CAPITAL ASSETS Land Utility systems Leasehold improvements Less accumulated depreciation		_	98,350 21,128,579 44,185 21,271,114 952,061	•	102,001
Net property, plant and equipment					20,319,053
Total assets					20,481,134
CURRENT LIABILITIES Accounts payable Due to Sylvan Township Total current liabilities	<u>LIABILITIES</u>	\$	22,473 462,260		484,73 <u>3</u>
	NET ASSETS				
NET ASSETS Investment in capital assets Unrestricted (deficit)			20,319,053 (322,652)		
Total net assets				\$	19,996,401

The accompanying notes are an integral part of these financial statements

SYLVAN TOWNSHIP WATER AND SEWER AUTHORITY STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2006

OPERATING REVENUES Billings - operations Meter sales Service charges Permit fees Reimbursements	\$ 299,466 9,695 3,413 6,460 9,732	
Total operating revenues		\$ 328,766
OPERATING EXPENSES Contracted services Depreciation Inspections and testing Utilities Chemicals Supplies Water Sewer Repairs and maintenance Water Sewer Telephone Office supplies Insurance Licenses and subscriptions Printing and publications Professional fees Security Fuel	116,371 424,781 7,892 41,840 4,830 44,707 116 1,663 136,852 1,744 2,725 13,623 539 167 20,823 443 3,524	
Miscellaneous	645	
Total operating expenses		<u>823,285</u>
Operating (loss)		(494,519)
CAPITAL CONTRIBUTIONS Member contributions - additions to system		1,058,289
Net income		563,770
NET ASSETS, JANUARY 1, 2006		19,432,631
NET ASSETS, DECEMBER 31, 2006		<u>\$19,996,401</u>

The accompanying notes are an integral part of these financial statements

SYLVAN TOWNSHIP WATER AND SEWER AUTHORITY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2006

CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES Receipts from customers Payments to vendors	\$ 301,398 (414,825)		
Net cash (used in) operating activities		\$	(113,427)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES Receipts of loan proceeds from Sylvan Township			139,330
Net increase in cash and cash equivalents			25,903
CASH AT JANUARY 1, 2006			24,166
CASH AT DECEMBER 31, 2006		<u>\$</u>	50,069
RECONCILIATION OF OPERATING (LOSS) TO NET CASH (USED IN) OPERATING ACTIVITIES Operating (loss) Adjustments to reconcile operating (loss) to net cash (used in) operating activities		\$	(473,353)
Depreciation expense Changes in assets and liabilities			403,615
Accounts receivable Accounts payables			(27,368) (16,321)
Net cash (used in) from operating activities		<u>\$</u>	(113,427)
NON CASH CAPITAL AND RELATED FINANCING TRANSACTIONS Capital additions to system contributed to authority by member		<u>\$</u>	<u>1,058,289</u>

The accompanying notes are an integral part of these financial statements

NOTES

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FINANCIAL

STATEMENTS

NOTE 1 - DESCRIPTION OF THE ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Sylvan Township Water and Sewer Authority (the "Authority") conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. Private-sector standards of accounting issued prior to December 1, 1989 are generally followed in financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989 for its business-type activities. The following is a summary of the significant accounting policies used by the Sylvan Township Water and Sewer Authority:

A. <u>REPORTING ENTITY</u>

The Sylvan Township Water and Sewer Authority is governed by an appointed five-member board. The Authority provides water and sewer services to certain areas within Sylvan Township, Lima Township and Lyndon Township. The utility systems used and maintained by the Authority are contributed by these member Townships.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the statement of net deficit and the statement of revenue, expenses, and changes in net deficit) report all activities of the Authority. The activities of the Authority are considered business- type activities in that they rely to a significant extent on fees and charges for support. The Authority does not conduct any governmental activities.

C. MEASUREMENT FOCUS

The financial activities of the Authority are accounted for on a flow of economic resources measurement focus, using the accrual basis of accounting. Under this method, all assets and liabilities associated with its operations are included on the statement of net assets; revenues are recorded when earned, and expenses are recorded when liabilities are incurred.

D. CASH AND CASH EQUIVALENTS

The Authority considers its deposits and restricted deposits and investments held with maturities of three months or less are considered to be cash equivalents.

E. CAPITAL ASSETS

Capital assets are stated at cost. Depreciation and amortization are computed using the straight-line method based on the estimated useful lives of the related assets, which range from 5 to 50 years for equipment and 5 to 50 years for buildings, structures, and improvements. All assets are owned by their respective member townships, but recorded on the Authority's books as they manage, maintain, and bill for utility usage.

NOTE 1 - DESCRIPTION OF THE ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. CONSTRUCTION-IN-PROGRESS

The costs of acquisition and construction of major plant and equipment is recorded as construction-inprogress. As facilities are accepted by the Authority and become operative, they are transferred to the facilities and improvements or machinery and equipment accounts and depreciated in accordance with the Authority's depreciation policies. Costs of construction projects that are discontinued are recorded as expense in the year in which the decision is made to discontinue such projects.

G. CAPITALIZATION OF INTEREST

A portion of the interest cost incurred on capital projects is capitalized on assets that require a period of time for construction or to otherwise prepare them for their intended use. Such amounts are amortized over the useful lives of the assets.

H. PREMIUM AND ISSUANCE COSTS

Bond discount, premium, and issuance costs are amortized over the term of the related bonds. No such bond discount/premiums or issuance costs were outstanding or issued during the year ended December 31, 2006.

I. INCOME TAXES

As a governmental agency, the Authority is exempt from both federal income taxes and Michigan Single Business Tax.

NOTE 2 - MANAGEMENT'S ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3 - DEPOSITS WITH FINANCIAL INSTITUTIONS

Michigan Compiled Laws Section 129.91, authorizes the Authority to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers; acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The Authority's deposits are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3 risk disclosures for the Authority's deposits are as follows:

<u>Deposits</u>	Carrying	Bank	FDIC
	Amount	<u>Balance</u>	Insured
Chelsea State Bank	<u>\$ 50,069</u>	<u>\$ 51,419</u>	<u>\$ 51,419</u>

NOTE 4 - ACCOUNTS RECEIVABLE

Accounts receivable consist of regular quarterly billings and penalties. Each year, as of August 15, accounts receivable that are over 90 days old are placed on the tax roll for the applicable Township. As a result, there is no allowance for doubtful accounts as all receivables will be collected.

NOTE 5 - PROPERTY, PLANT AND EQUIPMENT

The following is a summary of changes in property, plant and equipment:

	Balance 1-1-06			Additions	(Deletions)	Balance 12-31-06		
Land Utility systems Leasehold improvements Net	\$	98,350 20,070,290 44,185 20,212,825	\$	1,058,289	\$	\$	98,350 21,128,579 44,185 21,271,114	
Accumulated depreciation		(527,280)		(424,781)			(952,061)	
Total net book value	\$	19,685,545	\$	633,508	\$	\$	20,319,053	

NOTE 5 - PROPERTY, PLANT AND EQUIPMENT (continued)

Depreciation related to the utility systems and equipment is recorded as depreciation expense on the statement of revenues and expenses. Depreciation is recorded on the straight-line basis over the estimated useful life of the asset which is as follows:

Water system - plant and distribution system 50 years Equipment 5 & 7 years Leasehold 20 years

The Authority is responsible to manage and maintain these assets. Additions to these capital assets are generally due to capital contributions from the member townships for their portion of the system used by the Authority.

NOTE 6 - STATEMENT OF CASH FLOWS

Pursuant to Governmental Accounting Standards Board (GASB) statement number 9, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the year.

Cash equivalents are defined as short-term, highly liquid investments with original maturities of three months or less. The direct method was utilized to present cash flows from operations. The following is a summary of beginning and ending cash and cash equivalents:

	ĺ	eginning Balance lanuary 1, 2006	Ba Dece	Ending alance ember 31, 2006
CASH AND CASH EQUIVALENTS	\$	<u> 24,166</u>	<u>\$</u>	50,069

NOTE 7 - RISK MANAGEMENT

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Authority. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE 8 - SEGMENT INFORMATION

Selected financial information is as follows:

Operating revenue	\$ 328,766
Depreciation	424,781
Total assets	20,481,134
Total net assets	19,996,401
Net income	563,770

NOTE 9 - RETAINED EARNINGS DEFICIT

The unreserved retained earnings in the operations of the Authority. The Authority expects this deficit to be remedied over time as users are being added to this relatively new system.

NOTE 10 - MEMBER TOWNSHIP UNCERTAINTY

Sylvan Township has entered into agreements with Washtenaw County in which the county sold bonds for approximately \$15 million on behalf of the Township to finance the construction of a sewer/water system improvements and lines. The bonds are payable over 20 years.

The Township has special assessments totaling \$6,949,491 yet to be collected while the total debt related to these projects is \$13,642,310 as of March 31, 2006. The Township believed there would be enough new utility customers to pay for the difference. However, the new customers are not forthcoming as originally planned. Recent projections of the debt service fund show possible cash flow deficits over the life of the debt obligation

The Township is considering various options to remedy the above problem. The effect of this possible deficit on the Authority has not been determined.

SYLVAN TOWNSHIP SEWER AND WATER AUTHORITY

COMMENTS

AND

RECOMMENDATIONS

FOR THE YEAR ENDED DECEMBER 31, 2006



PFEFFER • HANNIFORD • PALKA Certified Public Accountants

John M. Pfeffer, C.P.A. Patrick M. Hanniford, C.P.A. Kenneth J. Palka, C.P.A.

Members: AICPA Private Practice Companies Section MACPA 225 E. Grand River - Suite 104 Brighton, Michigan 48116-1575 (810) 229-5550 FAX (810) 229-5578

April 19, 2007

Authority Board Sylvan Township Sewer & Water Authority 18027 W. Old US 12 Chelsea, MI 48118-9673

Honorable Authority Board:

In planning and performing our audit of the financial statements of the Sylvan Township Sewer & Water Authority for the year ended December 31, 2006, we considered the Authority's internal control in order to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. Those matters are as follows:

1. COMMENT

The special assessments levied to finance the wastewater treatment plant and collection system is considerably less than the outstanding debt owed by the Township to the bondholders.

RECOMMENDATION

The Authority should evaluate the possible ramifications if the Township is unable to fulfill its debt service requirements.

2. COMMENT

The water and sewer contractor collects the money and issues permits and water meters.

RECOMMENDATION

There is a lack of segregation of duties in this area. The Authority should evaluate the cost/benefit of separating these duties.

This letter does not affect our report dated April 19, 2007, on the financial statements of Sylvan Township Sewer & Water Authority.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and recommendations with various Authority personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended solely for the information and use of the Authority Board, and management of Sylvan Township Sewer & Water Authority and is not intended to be and should not be used by anyone other than the specified parties.

PFEFFER, HANNIFORD & PALKA

Pfeffer, Hanniford & Palka, P.C.

Certified Public Accountants